BEN & JERRY'S FOUNDATION

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Ben & Jerry's Foundation
30 Community Drive
South Burlington, VT 05403
Phone: 802-846-1500
URL: www.benjerry.com

Site development, maintenance and spelling mistakes by the WebHeads at Ben & Jerry's.

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Guidelines

Dear Friends,

Thank you for your interest in the Ben & Jerry's Foundation. If you would like to seek funding from us, please read the following guidelines carefully and thoroughly. They have been established to help us in our decision-making process. Due to the great volume of grant requests we receive, we regret that we will be unable to review requests that do not conform to these guidelines.

About the Foundation

The Ben & Jerry's Foundation is a non-profit, charitable foundation, established in 1985 through a donation of stock from Ben & Jerry's Homemade, Inc. These funds are used as an endowment. In addition to the original endowment, Ben & Jerry's Homemade, Inc. makes yearly donations to the Ben & Jerry's Foundation at its board's discretion of over $1.1 million dollars, adjusted upward annually for sales growth and inflation. The Foundation's Employee-led Grantmaking Program receives a portion of these funds. (An additional portion is earmarked for the employee-led Community Action Teams (CATs). The CATs distribute small grants to community groups within the state of Vermont. Please write to the Community Action Teams c/o Ben & Jerry's Homemade, Inc. at the address below for more information.)

The Ben & Jerry's Foundation offers competitive grants to not-for-profit, grassroots organizations throughout the United States which facilitate progressive social change by addressing the underlying conditions of societal and environmental problems. All of the Foundation's funding decisions are made by a team of Ben & Jerry's employees that meets three times a year to review proposals.

We do not offer grants to support basic or direct social service programs. We realize that there are many fine organizations that provide social services to people in need throughout the country. However, these types of programs do not fall within the scope of the Ben & Jerry's Foundation.

Funding Priorities

Although the Ben & Jerry's Foundation doesn't prioritize any particular issue area for funding, we do focus on the types of activities and strategies an organization uses for creating social change in any number of areas. The Foundation will only consider proposals from grassroots, constituent-led organizations that are organizing for systemic social change. We support programs and projects that are examples of creative problem-solving.

Grant applicants need to demonstrate that their projects will:

- lead to societal, institutional and/or environmental change;
- address the root causes of social or environmental problems; and
- lead to new ways of thinking and acting.

Projects must:

- help ameliorate an unjust or destructive situation by empowering constituents;
- facilitate leadership development and strengthen the self-empowerment efforts of those who have traditionally been disenfranchised in our society; and
- support movement building and collective action.

Applicants should:

- develop a plan for long-term viability;
- articulate a clear analysis of the underlying causes of the problem; and
- outline specific goals and strategies of their organizing campaign or program.

What do we mean by the term "grassroots organizing?"

Grassroots Organizing implies activism from the ground up as opposed to top down decision making. Local, constituent-based □and disenfranchised are words that often describe the leadership and membership of grassroots organizations. Specifically, we look for groups who are working to □help themselves, help their own communities, and help others like themselves through self-empowering, community organizing efforts.

What do we mean by the term "social change" and how does it compare to "social service?"

Social change addresses the root causes of problems; social service addresses the consequences of those problems. Social change addresses whole communities, systems and institutions; social service □aids and assists individuals. The Ben & Jerry's Foundation does not offer grants to support social service programs.

Generally we fund organizations with budgets under $250,000. We only distribute funds to organizations with 501(c)3 status, or who have a

sponsoring agency with this status.

Please see Grants Recipients List for recent examples of organizations we've funded.

Restrictions

The Ben & Jerry's Foundation does not fund:

- discretionary or emergency requests
- colleges or universities
- individuals or scholarship programs
- research projects
- capital campaigns
- state agencies
- religious programs
- international or foreign-based programs
- social service programs

Types of Grants

Full grants - Awards are granted ranging from $1,001 - $15,000.

Small grants - Each cycle the Ben & Jerry's Foundation may fund a small number of material grants for $1,000 or less for innovative programs that fit into our general guidelines and that are infused with a spirit of hopefulness. Applications for small grants are reviewed at our regular grantmaking meetings three times a year.

How to Apply

The application process to the Ben & Jerry's Foundation begins with an initial Letter of Interest, and if invited, is followed by a full proposal.

The initial application consists of a one-page Letter of Interest. This letter should be attached to the Cover Page provided with this packet and should include:

1. A description of the organization and an indication of competence in the area of this proposal.
2. An outline of the project, including:
    a. Who it will benefit
    b. Design of the project
    c. Outcomes expected
3. A brief (2 or 3 lines) overview of your budget, income sources and expenses for this project.

Note: Letters should employ a readable font size (no less than 10 pt.) and one inch margins.

Please submit two (2) copies each of your Letter of Interest and the form that is provided for you!

Deadlines

Letters of Interest

Letters of Interest may be submitted at any time and are reviewed on an ongoing basis. However, they may take up to eight (8) weeks to be reviewed and, therefore, must be submitted at least ten (10) weeks prior to the proposal deadline for which you wish to be considered. (See below for proposal deadlines.) For example, if you wish to be considered for the July cycle, you should submit your Letter of Interest by the end of April at the latest. If a letter is submitted within the 10-week buffer period, we make no guarantees that you will hear from us with enough time to submit a full proposal by the following deadline.

We encourage applicants to submit letters early in the grant cycle so as to avoid the last minute rush. We do not accept FedEx or express delivery packages.We do not accept faxed or e-mailed Letters of Interest.

Full Proposals

If an application is chosen for further consideration, the organization will be invited to submit a full proposal which consists of a five-page application. We use the National Network of Grantmakers (NNG) Common Grant Application. Application materials will be sent along with the invitation letter. Full proposals will be reviewed three times a year. Invited applicants have up to one year to submit a full proposal and full proposals are accepted at any our three proposal deadlines.

Applications for grants of less than $1,000 will be considered on the basis of the Letter of Interest alone without requiring a full proposal. Once approved by the review committee, requests for small grants are considered at our regular grantmaking meetings. No full grant proposals will be reviewed without the initial approval of an organization's Letter of Interest. Deadlines to submit a full proposal (for invited applicants only) are: March 1st, July 1st, November 1st

Final grant decisions, for both small and full grants, will be announced approximately 12 weeks after each deadline. We cannot expedite a funding decision.

Please submit applications to:

Ben & Jerry's Foundation
30 Community Drive
So. Burlington, VT 05403-6828

Ben & Jerry's Foundation separates and recycles the large volume of applications received each year. We ask that you assist us in this process in several ways:

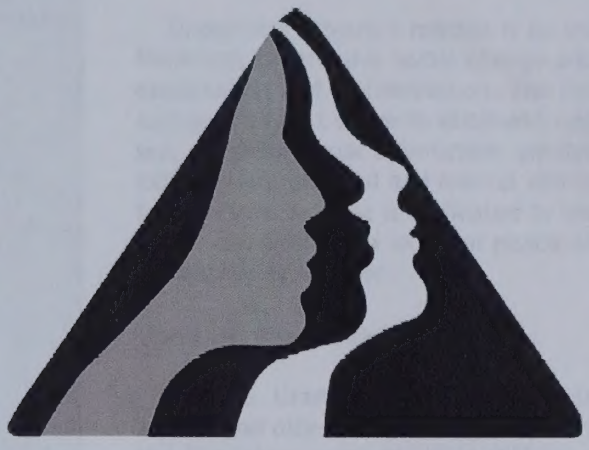
To conserve resources, please consider using recycled paper and double-side copy your application. Please avoid using plastic covers, sheet protectors, and glossy photos. On behalf of the earth and her natural resources, we thank you for your cooperation.

Important! Please do not send additional backup materials, videos or cassettes with your Letter of Interest as they will not be reviewed and cannot be returned.

This page was last modified on March 27, 2002 at by the WebHeads at Ben & Jerry's.

ASTRAEA FOUNDATION

U.S. GRANTS PROGRAM



Deadline:

Postmarked by December 1, 2002

Criteria, Priorities, Application and Guidelines for:

General Grants Program
Cultural & Media Projects
Film/Video Projects

About Astraea Foundation...

Staff

Katherine Acey, *Executive Director*
Jennifer Einhorn, *Communications Director*
Kim Ford, *Development Officer*
CJ Griffin, *Program Associate*
Petrina Hicks, *Development Associate*
Jazmine Irizarry, *Office Manager*
Helen Lang, *Director of Finance & Admin.*
Christine Lipat, *Senior Program Officer*
Laura Miller, *Asst to the Executive Director*
Anjana Suvarnananda, *Program Officer*
Patricia Tumang, *Administrative Assistant*
Karen Zelermyer, *Deputy Director*

Board of Directors

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Sonya Shields, Brooklyn, NY
Eleanor Thomas, New York, NY
Gwen Walden, Woodland Hills, CA
Léonie Walker, Portola Valley, CA
Su Ming Yeh, Philadelphia, PA

Community Funding Panel

(as of 9/30/02)

Mary T. Li, *Facilitator*, Portland, OR
Cara Page, Durham, NC
Bree Carlson, Oakland, CA
Lucila Canul, Seattle, WA
Carol Alpert, Brooklyn, NY

Astraea Foundation
116 E. 16th St., 7th Fl
New York, NY 10003

www.astraea.org
info@astraea.org

ph: 212-529-8021
fax: 212-982-3321

Our Mission...

The mission of the Astraea Lesbian Action Foundation is to raise and distribute funds to organizations, projects, and individuals that advance the economic, political, educational and cultural well-being of lesbians, their families and allies working on behalf of social justice. This mission is enacted through a variety of programs, including grantmaking, training, technical assistance, philanthropic advocacy, public education and fundraising. These activities are conducted throughout the United States and internationally.

Underlying Astraea's mission is an enduring commitment to feminism, progressive social change and an end to all forms of exploitation and discrimination. The Foundation supports programs and policies that strive to eliminate oppression based on race, age, sex, religion, sexual orientation, gender identity, economic exploitation, physical and mental ability, anti-Semitism, and other such factors. Astraea is dedicated to the belief that only through action can we build a world of peace and justice for lesbians, and for society as a whole.

The U.S. Grants Fund...

The U.S. Grants Fund provides grants to exemplary U.S.-based lesbian and other social change organizations, as well as cultural and film/video projects. Most of these grants are determined by our U.S. grants panel - a diverse group of lesbian activists who come together to review and recommend grants from Astraea's pool of U.S.-based applicants. This fund supports a range of social, political, spiritual, economic, health and cultural initiatives across a spectrum of constituencies, including youth, elders, communities of color, people with
disabilities, immigrants, artists, workers and others. Astraea's grants provide empowerment services and community-building, advocacy and organizing, leadership development and organizational capacity-building.

Astraea's Other Funds...

In addition to the U.S. Grants Fund, Astraea currently administers five other grants programs: the **International Fund for Sexual Minorities**, the **Lesbian Writers Fund**, the **Lesbian Visual Arts Awards**, the **Margot Karle Scholarship**, and **Donor-Advised Funds**.

What does Astraea Mean??

The name **ASTRAEA** ("Starry One") was the Roman title of the Goddess of Holy Law or Libra, who was also known as the Goddess of Justice. In most ancient writings, ASTRAEA is associated with truth, natural law and matriarchal justice.

GRANTS OVERVIEW...

Astraea Foundation, through its U.S. Grants Fund, supports lesbian-led social justice organizations and cultural/media projects that directly address the depth and complexities of lesbian issues. In addition, lesbian, gay, bisexual, and transgender organizations; women's organizations; or progressive organizations that have lesbians in leadership roles and include lesbian issues as an integral part of their work are also eligible to apply.

Overall Criteria

- Organizations and projects funded by Astraea understand the interrelated economic, social, political and cultural factors impacting lesbian lives

- Organizations and projects actively address the multiple intersections of oppression that lesbians experience based on race, ethnicity, class, gender, sexual orientation, age, physical and mental ability, immigration status, language ability, and/or religious affiliation.

- Organizations and projects are feminist and embrace inclusivity and reflect the diversity of the geographic region in which they do their work.

- Particular attention is paid to pro-active, anti-racist work.

- Consideration is given to local, regional and national organizations focused on systemic change that educate, build skills, mobilize, organize, develop leaders, foster collaboration and/or build community wellness of those most marginalized.

- We recognize the right of lesbians of color to organize autonomously.

Criteria For Specific Areas of Work

CULTURAL/MEDIA PROJECTS:

Astraea will consider projects that represent the depth and complexity of lesbian experiences, contradict stereotypes and reflect the diversity within the lesbian community.

Priority is given to projects used as tools for progressive social change activism and community organizing.

Special attention will be given to projects by and for target constituencies and/or those with diverse target audiences.

PUBLICATIONS:

Astraea will consider newspapers, journals and magazines which represent the depth and complexity of lesbian experiences, contradict stereotypes and reflect the diversity within the lesbian community.

Special attention will be given to outreach to target communities and/or diverse audiences and to the plan for dissemination of the publication(s).

WE FUND:	WE DO NOT FUND:	FUNDING LEVELS:
Grassroots organizations	Groups/projects with budgets above $500,000.	The maximum grant is **$10,000.**
Media, Literary, Visual, Performing Arts, Multi-disciplinary arts organizations; Film/Video projects	Individuals	The *average* grant ranges from $3,000 to $7,000.
General Support	University-sponsored projects	Last year, we funded 40 out of 117 proposals.
Project Support	Capital fund drives or debt reduction	Last year we gave a total of **$200,000** through this fund.
501(c)(3) organizations and/or projects with a 501(c)(3) sponsor.	For-profit business development	
	Social Service projects without an integral empowerment component	

GRANTS BASICS...

Funding Priorities:

Priorities are listed below. Applicants must first meet the Overall Criteria, listed on page 2.

- Organizations/projects directed by and targeted to lesbians of color.
- Multicultural/multiracial/ multi-ethnic lesbian organizations/ projects.
- LGBT organizations; women's organizations; or progressive organizations that have lesbians in leadership roles and include lesbian issues as an integral part of their work
- Projects in rural communities and other geographic areas where isolation and various factors may present barriers to lesbian visibility and community/organization building.
- Projects focusing on increasing the capacity of particular constituencies to challenge marginalization and injustice, such as low-income lesbians, immigrant lesbians, older lesbians, lesbian transgender or intersex youth, and people with disabilities.
- Lesbian organizations/projects with social justice goals that are developing infrastructure and long term administrative, fundraising or programmatic capacity.
- Projects focusing on community building amongst lesbian organizations, and coalitions between other organizations promoting a broader social justice agenda.
- Astraea grantees generally have the least access to traditional or mainstream funding.

Submission Instructions

*Please submit **six collated copies** of your application. Answer each and every question presented. All materials (reference letters, etc.) must be submitted with the original application, postmarked by Dec. 1, 2002.* ***Please choose the application and COVER SHEET that you think best fits your project.***

General Grants Application:

- ☑ General Grants Cover Sheet
- ☑ General Grants Application Questions
- ☑ 2 References from constituents, audience, or members of your target population who benefit from the program for which you are requesting funds
- ☑ 3 Letters of Support from those with whom you have collaborated
- ☑ Diversity Chart *(New!)*
- ☑ Sample Budget sheet
- ☑ IRS 501(c)3 Letter or Fiscal Sponsor Information
- ☑ Additional Information such as brochures, articles, etc *(Optional)*

Cultural/Media Grants Application:

- ☑ Cultural/Media cover sheet -**OR**- Film/Video cover sheet
- ☑ Cultural/Media Grants Application Questions
- ☑ 2 References from constituents, audience, or members of your target population who benefit from the program for which you are requesting funds
- ☑ 3 Letters of Support from those with whom you have collaborated
- ☑ Sample Budget sheet
- ☑ Diversity Chart *(New!)*
- ☑ Sample Work *(see below!)*
- ☑ IRS 501(c)3 Letter or Fiscal Sponsor Information

Submitting Sample Work for Cultural/Media Grants

*Clearly label all works submitted with organization/project title and contact/director's name(s). Only **ONE** copy is needed (not 6), but two is preferred. Sample work is **required**.*

Film/Video: Submit VHS tape cued to a 10-minute selection. Sample must either be a trailer for the proposed project or a sample of a previously completed work (If possible, previous work should be relevant to the proposed project).

- If the project is an educational film/video involving classroom activity, include the teaching materials as part of your submission.
- If the project is a narrative, please include one copy of the script.

Visual Arts: Up to 10 slides on color photocopies

Performing Arts: VHS tape or audio tape cued to 10-minute selection.

Literary Projects: Sample excerpt(s) up to 10 pages or a copy of the relevant book/publication

GENERAL GRANTS APPLICATION...

Please answer the following questions completely. When possible, please use stories and concrete examples. This helps us get a better picture of the work that you do. Please limit your narrative to 5 pages.

Submit 6 Collated Copies:

You Must Include:

- ✔ General Grants Cover Sheet
- ✔ Application Questions
- ✔ Two References with contact info
- ✔ Three Letters of Support
- ✔ Diversity Chart *(New!)*
- ✔ Organization and Project Budget
- ✔ IRS 501(c)3 Letter/Fiscal Sponsor info

ABOUT...

Tell us...

- How your organization started...
- About your group's local, regional, or national context and the needs you address...
- About your past accomplishments...
- About your current programs...

REQUEST...

Tell us...

- What the goals, objectives and activities for the organization/project are...
- How your constituency is involved in shaping the organization/project...
- About your impact on your community (Please define your community)...
- How you will measure/evaluate success and how you will use what you have learned...

PEOPLE...

Tell us...

- How your organization works and how decisions are made...
- Who is involved in your organization (List staff, board, organizing committee, etc)...
- About the organization's demographics... (See Diversity Chart)
- About groups with whom you collaborate and how...

VALUES...

Tell Us...

- How your organization contributes to social justice/social change...
- How you mobilize the community and focus on systemic change...
- How your organization is anti-racist...
- How your organization actively addresses the multiple intersections of oppressions...
- How you do outreach to diverse communities...

MONEY....

Tell us...

- About your fundraising strategies and challenges...
- About your project and/or organization budget (Prior year and year of request – See sample)
- How much money you are requesting from Astraea...
- What you would prioritize if you raised less funds than you projected...
- Why an Astraea grant is important to you...

CULTURAL/MEDIA APPLICATION...

Please answer the following questions completely. When possible, please use stories and concrete examples. This helps us get a better picture of the work that you do. Please limit your narrative to 5 pages.

Submit 6 Collated Copies:

You Must Include:

- ✔ General Grants Cover Sheet
- ✔ Application Questions
- ✔ Two References with contact info
- ✔ Three Letters of Support
- ✔ Diversity Chart
- ✔ Organization and Project Budget
- ✔ Sample Work (VHS tape, CD, screenplay, photographs, etc)
- ✔ IRS 501(c)3 Letter/Fiscal Sponsor info

ABOUT...

Tell us...

- ☛ How your project started...
- ☛ About your project's local, regional, or national context and the needs you address...
- ☛ About your past accomplishments...
- ☛ How your project is unique...
- ☛ About your artistic and stylistic approach and past experience doing this type of work...

REQUEST...

Tell us...

- ☛ What the goals, objectives and activities for the project are...
- ☛ How your target audience is involved in shaping the organization/project...
- ☛ About your impact on your community (Please define your community)...
- ☛ How you will measure/evaluate success and how you will use what you have learned...
- ☛ About your marketing/distribution plan...
- ☛ About your submitted sample work and how it demonstrates your artistic ability...

PEOPLE...

Tell us...

- ☛ How your decisions are made and who makes artistic/creative input...
- ☛ Who is involved in your organization/project (List staff, board, organizing committee, crew, etc)...
- ☛ About the organization/project's demographics... (See Diversity Chart)
- ☛ About organizations and artists with whom you collaborate and how...

VALUES...

Tell Us...

- ☛ How your strategy (i.e. film, theater) is a tool for community mobilization and systemic change...
- ☛ How your project is anti-racist and promotes diversity and anti-oppression measures...
- ☛ How you do outreach to diverse communities...

MONEY....

Tell us...

- ☛ About your fundraising strategies and challenges...
- ☛ About your project and/or organization budget (Prior year and year of request – See sample)
- ☛ How much money you are requesting from Astraea...
- ☛ What you would prioritize if you raised less funds than you projected...
- ☛ Why an Astraea grant is important to you...

CULTURAL/MEDIA APPLICATION...

Please answer the following questions carefully. When you're finished, review your answers and correct any errors. This helps us get a better picture of the work that you do. Please limit your narrative to 5 pages.

ABOUT...
Tell us...

- How you started working...
- Your artistic process (or your approach to...
- Your artistic influences (or the people...
- Your work and your responsibilities...
- Your past projects (a couple...
- Your artistic goals and objectives...
- Your current and ongoing...
- Your plans for the next...

RESIDENCY...
Tell us...

- What interests and excites you about the project...
- How your current residency is helping to develop the organization/project...
- Your plans for the project or your organization (Please define your community...
- How you will measure/evaluate success and how you will use what you learn...
- Your plans for marketing/dissemination...
- How you intend to actively work and how it benefits you artistic ability...

PEOPLE...
Tell us...

- Who you collaborate with and who makes artistic decisions...
- Who is involved in your organization/project and what is your working relationship with them...
- About the organization and artists with whom you collaborate and how...
- About organizations and artists with whom you collaborate and how...

VALUES...
Tell us...

- How your community (or the community you're part of) defines success...
- How your project(s) or work contributes to your community's well-being...
- How you participate in and contribute to your community...

ACTIVITY...
Tell us...

- About your upcoming projects and challenges...
- About your project and/or organization's budget (Prior year and your current...
- How much money you are requesting from Artscape...
- What you would prioritize if you raised less funds than you projected...
- Why an Artscape grant is important to you...

GENERAL GRANT Application Cover Sheet

Organization Name _____ Year Founded _____

Street Address _____ Tax ID Number _____

City _____ State _____ ZIP _____

Telephone _____ Fax _____ E-Mail / Web Site Address _____

Contact Person/Title _____ Executive Director (if different than Contact) _____

Best method to contact for proposal questions: _____ Telephone (day/eve)? _____ E-Mail? _____

Project Fiscal Sponsor _____ Tax ID Number _____

Address _____ City _____ State _____ ZIP _____

Contact Person/Title _____ Telephone/Fax _____ E-mail _____

Type of Request: ❑General Support ❑Project Support

Astraea Grant Request $_____

Total Project Budget $_____

Org. Budget (current yr.) $_____

Have you previously applied to Astraea? ❑ Yes ❑ No

If you have received money from Astraea, please indicate the years: _____

ORG/PROJ PRIMARY STRATEGY (CIRCLE ONE)	
Advocacy	direct services-empowerment
education	grassroots organizing
culture	leadership development
publications	multi-strategy
media	technical assistance
research	other

ORG/PROJ PRIMARY ISSUE AREA (CIRCLE ONE)			
Aging	disabilities	economic justice	health
cancer	general health	legal/civil rights	mental
culture	immigration	peace & justice	multi-issue
family	women/girls	sexuality/gender	HIV/AIDS
youth	faith-based	homophobia	
other	anti-violence		

Geographic Area Served _____ # of **paid** staff: _____Full-time _____Part-time

Group Identification (Check One): ❑Lesbian Autonomous ❑LGBTQ ❑Women's ❑ Progressive ❑ Other (specify)_____

Descriptive summary of your organization (or project, if applicable) as you would like it publicly listed - up to 3 sentences.

Briefly describe your request:

Highlight specific work accomplished in the past year.

CULTURAL/MEDIA Application Cover Sheet

Organization Name | Year Founded

Street Address | Tax ID Number

City | State | ZIP

Telephone | Fax | E-Mail / Web Site Address

Contact Person/Title | Executive Director (if different than Contact)

Best method to contact for proposal questions: | Telephone (day/eve)? | E-Mail?

Project Fiscal Sponsor | Tax ID Number

Address | City | State | ZIP

Contact Person/Title | Telephone/Fax | E-mail

Requesting Funds For: ❑General Support ❑Project Support

Have you previously applied to Astraea? ❑ Yes ❑ No
If so, please list years_____

Astraea Grant Request $_____

Total Project Budget $_____

Org. Budget (current yr.) $_____

ORG/PROJ PRIMARY STRATEGY (CIRCLE ONE)	
Advocacy	direct services-empowerment
education	grassroots organizing
culture	leadership development
publications	multi-strategy
media	technical assistance
research	other

ORG/PROJ PRIMARY ISSUE AREA (CIRCLE ONE)			
Aging	disabilities	economic justice	health
cancer	general health	legal/civil rights	mental
culture	immigration	peace & justice	multi-issue
family	women/girls	sexuality/gender	HIV/AIDS
youth	faith-based	homophobia	
other	anti-violence		

Geographic Area Served _____ #of paid staff: _____Full-time _____Part-time

Group Identification (Check One): ❑Lesbian Autonomous ❑LGBTQ ❑Women's ❑ Progressive ❑ Other (specify)_____

Project's Intended Audience(s):_____

Descriptive Summary of the project as you would like it publicly listed (2 or 3 lines):

Briefly Describe your Grant Request:

Title of Sample Work Enclosed:_____
Format: ❑Slides ❑Books/Publications ❑Audio Cassette ❑CD ❑VHS ❑Other_____

Brief Description of the sample work and its relevance to the project:

FILM/VIDEO Application Cover Sheet

Project Title | Project Contact

Street Address | Tax ID Number

City | State | ZIP

Telephone | Fax | E-Mail / Web Site Address

Best method to contact for proposal questions: | Telephone (day/eve)? | E-Mail?

Project Fiscal Sponsor | Tax ID Number

Address | City | State | ZIP

Contact Person/Title | Telephone/Fax | E-mail

Current Project Status: ❑Pre-Production ❑Production ❑Post-Production ❑Distribution
Requesting Funds For: ❑Pre-Production ❑Production ❑Post-Production ❑Distribution

Film: ❑16mm ❑15mm
Video: ❑ Beta ❑3/4 ❑ Hi-8 ❑DV ❑Other

Astraea Grant Request $_____

Total Project Budget $_____

Funds Raised to Date $_____

Have you previously applied to Astraea? ❑ Yes ❑ No
If you have received money from Astraea, please indicate the years: _____

ORG/PROJ PRIMARY STRATEGY (CIRCLE ONE)	
Advocacy	direct services-empowerment
education	grassroots organizing
culture	leadership development
publications	multi-strategy
media	technical assistance
research	other

ORG/PROJ PRIMARY ISSUE AREA (CIRCLE ONE)			
Aging	disabilities	economic justice	health
cancer	general health	legal/civil rights	mental
culture	immigration	peace & justice	multi-issue
family	women/girls	sexuality/gender	HIV/AIDS
youth	faith-based	homophobia	
other	anti-violence		

Geographic Area Served _____ # of **paid** staff: _____Full-time _____Part-time

Group Identification (Check One): ❑Lesbian Autonomous ❑LGBTQ ❑Women's ❑ Progressive ❑ Other (specify)_____

Project's Intended Audience(s):_____

Descriptive Summary of the project as you would like it publicly listed (2 or 3 lines):

Briefly Describe your Grant Request:

Highlight distribution plan of the film/video:

Title of Sample Work Enclosed:_____
Brief Description of the sample work and its relevance to the project:

ASTRAEA FOUNDATION APPLICATION BUDGET (SAMPLE)

If you are applying for project support, please include the overall organizational budget as well as the project budget.

Organization: _____

Fiscal year begins: _____ **ends:** _____

	LAST FY ACTUAL	THIS FISCAL YEAR PROJECTED	PROJECT/PROGRAM IF APPLICABLE
ORGANIZATION INCOME			
Membership Dues			
Individual Contributions			
Special Events			
Corporate Contributions			
Foundation Grants			
Government Fees/Grants			
Fees for Services			
Other (itemize):			
1.			
2.			
3.			
4.			
TOTAL INCOME			
ORGANIZATION EXPENSES			
Salaries/Wages			
Fringe Benefits & Payroll Taxes			
Consultants/Professional Fees			
Rent & Utilities			
Telephone/Internet			
Postage/Mailings			
Printing/Copying			
Supplies			
Equipment			
Travel			
Meetings/Conferences			
Subscriptions/Publications			
Other (itemize):			
1.			
2.			
3.			
4.			
TOTAL EXPENSES			
Excess Revenue (Expenses)			
Opening Net Assets			
Closing Net Assets			
In-Kind Contributions (if applicable)			

Diversity Chart	Board Members	Staff	Active Volunteers	Members	Constituency/ Audience
Replace above with your own title (Advisory, Cast, etc)--->					
Total Number of Each Category---------->					
Diversity by Race/Ethnicity	*Please estimate the number (not percentage) in each category below.*				
African-American/Black/Afro-Carribean					
Arab/Middle Eastern American					
Asian/South Asian/Pacific Islander American					
European/Caucasian/White Non-Hispanic					
Latina/Latino/Hispanic					
Multi-Racial/Multi-Ethnic/Mixed Heritage					
Native American/Indigenous					
Other or Doesn't Identify					
Diversity By Gender					
Female					
Male					
Female to Male Transgender					
Male to Female Transgender					
Intersex					
Other _____					
Diversity By Sexual Orientation					
Lesbian					
Gay Male					
Bisexual					
Queer/Other _____					
Straight Ally					
Diversity By Age					
18 and younger					
19-24					
25-39					
40-59					
60 and older					
Diversity By Ability					
Physical Disability					
Mental/Cognitive/Intellectual Disability					
Hearing Imparied/Visually Impaired					
Other Diversity Characteristics					
Prisoner/Former Prisoner					
Immigrant/Refugee					
Religious Minority					
Single Parents					
Parent of LGBTQ Children					
Child of LGBTQ Parents					
Living with HIV/AIDS					
Lower Income/Poverty Level					
Welfare/Workfare Client					
Other Diversity Categories That Are Important To Your Organization (if not listed above)					
1)					
2)					

Ben & Jerry's Foundation Letter of Interest Cover Page

Date: 11/5/2002 **Name of Organization:** In The Life Atlanta, Inc.

Name of Project or General Support : Stand Up and Represent Black Gay Pride March

Address: PO Box 7206
Atlanta Georgia 30357-0206

Contact Person: Michael Slaughter **Phone Number:** (404) 872-6410

Amount Requested: $2,500 **Total Project Budget:** $10,600 **Total Organizational Budget:** $30,000 (est)

Have you ever applied for funding from the Ben & Jerry's Foundation before? Yes __ No_X_

Do you have 501(c)3 status? Yes __ No __X__

If no, who is your fiscal agent/sponsor? Georgia Equality Foundation

Briefly describe the work for which you are requesting funding: To partially fund ITLA's Stand Up and Represent Black Gay Pride march. Stand Up and Represent's goal is to provide visibility to Lesbian, Gay, Bisexual, and Transgender people to the greater African American community and provide a source of power and inspiration to those who are struggling with their own identity

THE COMMUNITY FOUNDATION
FOR GREATER ATLANTA, INC.

GRANT APPLICATION
2002-2003

Unrestricted ☐ EXTRA Wish ☐ Technical Assistance
(please check all applications that are included in this package)

Organization Name:	**Application Deadline:**
Mailing Address:	**Executive Director/President:**
Phone Number & Extension:	**Email Address:**
Website Address:	**Organization Budget:**
Project/Activity Budget:	**Amount Requested:**

Date of 501(c)(3) certification: _____ **Federal Tax ID#:** _____

PURPOSE OF PROPOSAL:

Please circle project area below:

Arts/Culture Civic Community Development Education Health Human Services

ORGANIZATION BACKGROUND

1.1 MISSION/HISTORY

1.2 PROGRAMS: Using bullets, list the organization's main programs/project with a phrase to describe each.

TABLE 1 ***Population served by the Organization***
Complete the following table to describe the population that the organization serves.

Race/Gender	AGE						Total
African American	**0-5**	**6-11**	**12-14**	**15-18**	**Adults**	**64+**	
Females							
Males							
Asian/Pacific Islander							
Females							
Males							
Caucasian							
Females							
Males							
Hispanic							
Females							
Males							
Females							
Males							
TOTAL							

List characteristics that are important to note, but are not defined by race, gender or age: (such as disabilities, homelessness or sexual orientation)

TABLE 2 **Indicate the number of people served in the following counties:**

Name	**Number**	**%**	**Name**	**Number**	**%**	**Name**	**Number**	**%**
City of Atlanta			Fulton (but not in the City)			DeKalb		
Clayton			Cobb			Gwinnett		
Butts			Bartow			Barrow		
Coweta			Carroll			Forsyth		
Fayette			Cherokee			Hall		
Henry			Douglas			Newton		
Spalding			Paulding			Rockdale		
			Pickins			Walton		
Other						**TOTAL**		

TABLE 3 ***Population served by the Proposal***
Complete the following table to describe the population that the project serves.

Race/Gender	AGE						Total
African American	0-5	6-11	12-14	15-18	Adults	64+	
Females							
Males							
Asian/Pacific Islander							
Females							
Males							
Caucasian							
Females							
Males							
Hispanic							
Females							
Males							
Females							
Males							
TOTAL							

List characteristics that are important to note, but are not defined by race, gender or age: (such as disabilities, homelessness or sexual orientation)

TABLE 4 **Indicate the number of people served in the following counties:**

Name	Number	%	Name	Number	%	Name	Number	%
City of Atlanta			Fulton (but not in the City)			DeKalb		
Clayton			Cobb			Gwinnett		
Butts			Bartow			Barrow		
Coweta			Carroll			Forsyth		
Fayette			Cherokee			Hall		
Henry			Douglas			Newton		
Spalding			Paulding			Rockdale		
			Pickins			Walton		
Other						**TOTAL**		

PROJECT/PROGRAM DESCRIPTION

2.1 The Issue: Describe the issue/situation the grant will help to address.

2.2 The People: Describe the population that is the focus of the proposal.

2.3 The Strategy: State specifically how the grant will help to address the issue/situation.

2.4 Outcomes: How will your program/project, if funded, "make a difference?"

List two outcomes that you predict will take place, and how you will know (measure) that changes took place. Please refer to the Guidelines for Unrestricted Grants for further instructions.

1. ____% of _____ will _____,

measured by _____.

2. ____% of _____ will _____,

measured by _____.

2.5 Who has committed funds for this project, and who is considering a request for funding?

Name Source	Funds Already Committed	Requests of Funds Being Considered
	$	$
	$	$
	$	$
	$	$
TOTAL	$	$

2.6 How will grant funds actually be spent?

2.7 The Unrestricted Grants Program does not commit to continued funding. Indicate plans to continue funding support, once Foundation grant funds are expended. (Be as specific as possible.)

3.0 LIST COMMUNITY FOUNDATION GRANTS RECEIVED since January 1, 1998:

Program	Year	Amount	Purpose

3.1 DESCRIBE THE COMPOSITION OF YOUR BOARD & STAFF

	Board			Staff		
Race	Females	Males	TOTAL	Females	Males	TOTAL
African American/Black						
Asian/Pacific Islander						
Caucasian						
Hispanic						
Other (specify)						
Total						

4.0 Acknowledgement of The Community Foundation's Application Policies:

The Executive Director has reviewed this application and understands and assures that:

- The applicant is eligible for funding and requests support for activities eligible for funding. (Please see the Guidelines for Grant Applicants for details);
- All Final Grant Reports for previous grants have been filed before submitting this Application;
- This application is complete according to *Grant Application Checklist* (attached) and is received in The Foundation's offices by 5 P.M. on the deadline date. Incomplete or late proposals will not be reviewed. (No Foundation staff is authorized to extend an application deadline);
- Grant amounts range from $5,000 to $25,000;
- This application is part of an open competition. Although all eligible applications will be reviewed, a limited number will be selected for more detailed examination and possible funding;
- The Community Foundation may offer technical assistance instead of or as part of a grant award; and
- The Foundation selects applications for more detailed evaluation **based on the contents of this application form**. The applicant has clearly and completely described its mission, programs, populations served, request for funding, strategy and anticipated outcomes on this form.

_____ _____

Executive Director/Authorized Organization Representative **Date**

Contact person for this grant:

_____ _____

Name **Title**

_____ _____

Phone Number & Extension **Email Address**

GRANT APPLICATION CHECKLIST

NOTE: **Review this checklist and the 2002-2003 Guidelines as the first step in preparing your application. Before submitting your application, review this checklist again to make sure the application is complete.**

ONE COMPLETE APPLICATION

Please use 11-point type, maintain the margins indicated on the form, and do not exceed six pages. *Staple all items together; do not use any other kind of binding.*

_____ One original Grant Application Form signed by the Executive Director. Be sure to describe the organization and proposed activity completely.

_____ OPTIONAL: Technical Assistance Application Form

_____ OPTIONAL: An Extra Wish Application Form

Clip the following attachments in this order behind the Grant Application Form

_____ Cover letter signed by the Board President or Chairperson authorizing the grant request

_____ Copy of the organization's certification of 501c3 status by the IRS

_____ Detailed description of the program/project for which you seek funding (no more than 3 pages)

_____ List of organization's Board of Directors, with their professional or civic affiliations

_____ Letter(s) from collaborating partner(s), if any. Partners should clearly explain their responsibilities and how they contribute to the creation or delivery of programming

_____ List of program/project staff with professional qualifications (if pertinent)

_____ Complete Financial information, including:

____ Copy of current annual operating budget with sources of income and line item expenses

____ Copy of previous year's annual income and expense statement

____ Budget for program/project with sources of income and line item expenses

____ Plans for securing ongoing support for the program/project

SIX PHOTOCOPIES OF THE APPLICATION FORMS

_____ Six photocopies of the Grant Application Form, Technical Assistance Application Form (optional) and An EXTRA Wish Application Form (optional) ONLY. Do not photocopy any other attachments.

Your application must be in the Foundation's office by 5 P.M. on the application deadline.

DRAFT APPLICATION CHECKLIST

NOTE: Review this checklist and the 2003-2004 Guidelines as the first step in preparing your application. Before submitting your application, review this checklist again to make sure the application is complete.

ONE COMPLETE APPLICATION

Please use B paper, open meetings law compliant, collated in the front, and do not exceed 40 pages. Type of your application do not use any color ready binding.

_____ One original Grant Application Form signed by the Executive Director. Be sure to describe the organization and proposed activity completely.

_____ OPTIONAL: Technical Assistance Application Form

_____ OPTIONAL: An Extra Web Application Form

Only the following attachments in this order behind the Grant Application Form

_____ Cover letter signed by the Board President or Chairperson evidencing the grant request

_____ Copy of the organization's certification of 501c3 status by the IRS

_____ Detailed description of the program/project for which you seek funding (see Guidelines, Part I)

_____ List of organization's Board of Directors, with their professional or civic affiliations

_____ Copy(s) letter(s) evidencing promise(s) of any financial or in-kind assistance
(the procedure to the creation or delivery of program/activity

_____ List of program/project staff with professional qualifications & positions

_____ Complete Financial Information, including:

_____ Copy of current annual operating budget with sources of income and line item expenses

_____ Copy of previous year's annual income and expense statement

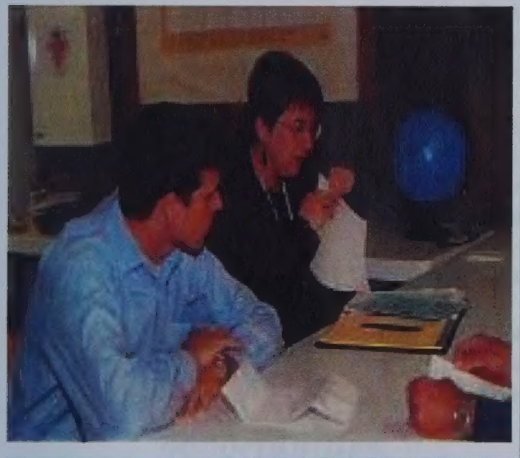
_____ Budget for program/project with sources of income and line item expenses

_____ Plan for securing ongoing support for the program/project

SEE PHILOSOPHY/POLICY FOR THIS APPLICATION FORM

_____ One photocopy of the Grant Application Form, Technical Assistance Application Form (optional), and Do
[illegible] Web Application Form (optional) [illegible]. Do not photocopy any other attachments.

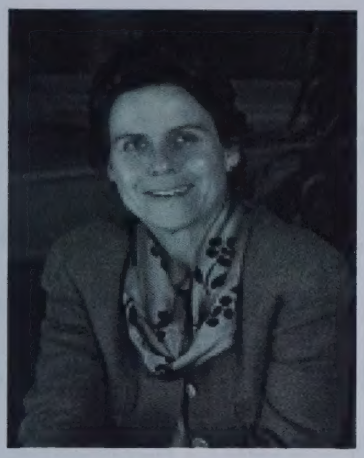
Your application must be in the Foundation's office by 5 P.M. on the application deadline.



THE COMMUNITY FOUNDATION
FOR GREATER ATLANTA, INC.

UNRESTRICTED GRANTS PROGRAM

APPLICATION GUIDELINES 2002-2003



We look forward to learning more about your organizations' programs, successes, challenges and opportunities.

TO OUR GRANT APPLICANTS:

It is important to us at The Community Foundation for Greater Atlanta that the organizations we fund really know who we are and what we do – our mission and how we work to fulfill it. In a general sense, The Community Foundation is a leading agent of metro Atlanta philanthropy that gives away millions of dollars each year to numerous nonprofit organizations and causes. More specifically, we serve as the philanthropic arm for hundreds of donors (more than 650) who are passionate about greater Atlanta.

Donors partner with us because of our strong community connections, our depth of knowledge and expertise, and our broad array of avenues for putting their generosity to work. In short, and as we frequently tout at The Community Foundation, we have the unique ability to link donors' charitable interests with critical community needs. This is the heart of our mission.

For more than 50 years The Community Foundation for Greater Atlanta has been reinforcing communities by helping concerned citizens with their philanthropy. Some donors choose to give unrestricted gifts to the Foundation. Others may choose to have funds channeled through donor advised funds (the foundation's most flexible and popular fund), field of interest funds or designated funds. The earnings from these gifts are distributed through a competitive grantmaking process throughout the 22-county area we serve. Applicants can compete for funding in the areas of arts and culture, community development, civic affairs, human services, health and education. However, The Community Foundation's priority areas are Children, Youth and Families, and Health and Wellness – all of which you will learn more about in these guidelines.

Each year The Community Foundation publishes guidelines to help grant applicants understand our priorities and criteria and to help our board of directors in determining grant awards to meet pressing community needs. Please read these guidelines carefully so that your hard work and dedication will be reflected in a compelling case for support. As always, the Foundation's program officers are available to answer your questions.

As we continue to cultivate an even stronger family of donors who share your vision, passion and dreams for a better Atlanta, we look forward to learning more about your organizations' programs, successes, challenges and opportunities.

Alicia Philipp

President

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The Community Foundation for Greater Atlanta helps donors and their families meet their charitable goals by educating them on critical issues facing the greater Atlanta area and matching them with organizations that serve their interests.

By working with donors and the community, we improve the quality of life for residents in our region.

The Region We Serve

Barrow

Bartow

Butts

Carroll

Cherokee

Clayton

Cobb

Coweta

DeKalb

Douglas

Fayette

Forsyth

Fulton

Gwinnett

Hall

Henry

Newton

Paulding

Pickens

Rockdale

Spalding

Walton

Who is eligible to apply?

To be eligible your organization must meet all the following criteria:

- Have 501 (c) (3) status from the Internal Revenue Service:
- Provide programs and services to metropolitan Atlanta, including one more of the following counties: Barrow, Bartow, Butts, Carroll, Cherokee, Clayton, Cobb, Coweta, DeKalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Hall, Henry, Newton, Paulding, Pickens, Rockdale, Spalding and Walton counties.
- Have not received a grant from the Unrestricted Grants program within the last 12 months (grants from other foundation programs do not affect eligibility); and
- Have submitted a Grant Evaluation Report from all prior unrestricted grants.

What does the Foundation Fund?

The Foundation funds proposals in the following six program areas:

Arts and Culture
Civic Affairs
Community Development
Education
Health
Human Services

The Foundation does not commit to a specific amount of funding in a particular program area. Instead, the Foundation's board and staff select the strongest proposals to achieve a diverse mix of issues, populations served and geographic areas.

Is there a fit between your proposal and the Foundation's interests and priorities?

The Community Foundation funds proposals that address critical community needs and priorities. Preference in funding is given to proposals that:

- **Address a significant need** affecting a broad segment of the region's population or special populations considered at risk;
- **Demonstrate organizational expertise** in delivering quality services;
- **Document capacity to mobilize resources** including financial support, in-kind support and volunteers to sustain programs;
- **Have established sound management and administration,** including a clearly defined and effective governance structure and financial systems;
- **Provide evidence of careful planning** to address community needs and access community resources;
- **Provide evidence of inclusion** of people of different races, genders and backgrounds in planning, program implementation and organizational decision-making; and
- **Include innovative strategies** that offer creative solutions without duplicating other efforts;

When evaluating requests, the Foundation considers the balance of geography, documented needs and available resources in the community.

Building new bridges

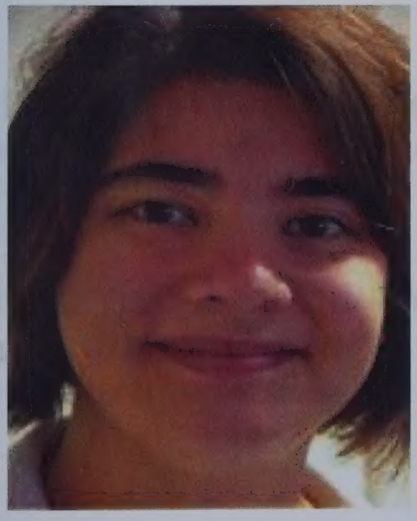
Effective community building strategies address multicultural issues and create opportunities for longtime residents (families that have lived in the U.S. for generations) and newcomers (immigrants and refugees) to work together. The Foundation will give special consideration to projects that build relationships between newcomers and longtime residents to improve the quality of life for all.

Community Capacity Building

The Foundation places a high priority on capacity building proposals that build upon the existing assets of individuals, organizations and communities.

Within this focus, the foundation encourages proposals that:

- Foster broad community participation, provide equal opportunities for all residents, and build on cultural differences to increase trust and cooperation;
- Address regional and local issues through collaborative efforts;
- Increase the capacity of nonprofit organizations to deliver effective, quality services.



Priority Program Areas

In 2002-2003, the Foundation has identified two areas for priority focus through its unrestricted grantmaking and community leadership activities. Those priority program areas are Children, Youth and Families and Health and Wellness.

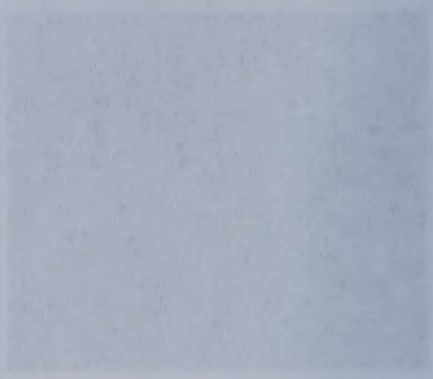
Children, Youth and Families

Our children are our most vulnerable citizens and they deserve nurturing, quality education, access to health care, and safety, regardless of their community, race or economic status.

Within the priority program area of Children, Youth and Families, the Foundation encourages proposals that include the following components and services:

- Quality early childcare and education;
- Child abuse prevention;
- Comprehensive family support;
- Youth mentoring and leadership;
- Support to children with special physical and emotional needs; and
- Employment and other training that prepares individuals to support their families and become productive and involved residents.

As part of its focus on families, the Foundation also includes issues of the elderly, which will continue to grow in importance as the numbers of senior citizens in the greater Atlanta region continues to increase.



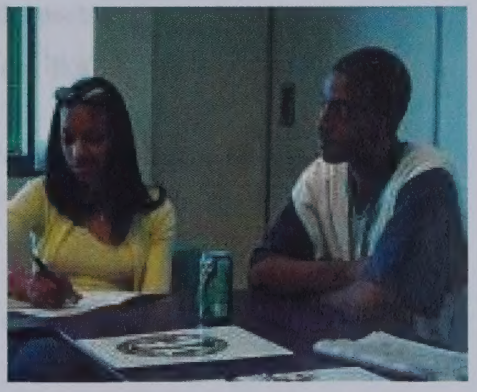
Health and Wellness

Our personal health and wellness are critically linked to the health-related behaviors we choose to adopt. Research shows that there are numerous of behaviors, often established during youth, that contribute markedly to today's major health challenges.

Within the priority program area of Health and Wellness, the Foundation encourages applications that address:

- Teen pregnancy and prevention;
- Tobacco, alcohol and drug use and abuse prevention and treatment for youth and adults;
- Unhealthy eating habits which can lead to conditions such as diabetes and obesity;
- Strategies to assist the uninsured, underinsured and medically underserved, particularly seniors, refugees and immigrants, individuals in need of mental health services, and low-income children and families; and
- Cancer and catastrophic medical conditions including hospice and palliative care services.

Recommendations for TCF's Health and Wellness grants will be made by an Advisory Committee comprised of experts in the field.



Teen leaders of Grady Health System's Teen Services Program offer frequent support and guidance on healthy behaviors to their peers in the Atlanta public schools.

What is the range of grants ?

Organizations may apply for grants between $5,000 and $25,000.

Can organizations apply for continued funding?

The Community Foundation does not make multiple year grants.

Does the Foundation fund general operating support or start-up costs for new organizations?

The Foundation is interested in funding work that continues to address community issues long after the grant funds are spent. Therefore, requests for start-up or general operating support are reviewed on a case-by-case basis and must demonstrate that:

- The problem the proposal addresses is critical and can be documented;
- The applicant has the organizational ability to collaborate with other groups that are working in the same area, and can demonstrate a unique or added value to address the problem;
- The organization and its program are likely to achieve the outcomes described in the proposal; and
- The organization has plans in place to ensure that its programs will continue to operate once grant fund are expended.

The Foundation is interested in funding work that continues to address critical issues long after the grant funds are spent.

What activities are not eligible for funding?

- Recurring requests from an organization for the same purpose for which Foundation support was previously committed;
- Projects of a religious nature, or that require participation in a religious activity as a condition for receiving services;
- Computer/word processing hardware, except for equipment used in treating or teaching persons with physical, mental or developmental disabilities;
- Grants for individuals;
- Debt reduction;
- Purchase of vehicles;

Establishing outcomes for program evaluation

Measuring outcomes helps the Foundation assess long-term change and identify promising practices.

Outcomes are the benefits and/or changes that occur in individuals or groups as a result of their participation in a program or activity. Through outcome measures, the Foundation both learns how its funding is stimulating positive, concrete change and also identifies promising practices.

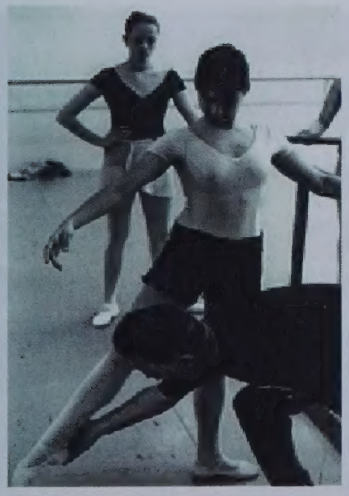
Measuring outcomes helps organizations to assess program effectiveness and stay on track in fulfilling their mission and goals.

In the grant application, each applicant must:

- Identify two outcomes that will result from the proposed project within a 12-month period; and
- Indicate the method(s) the organization will use to measure outcomes.

Outcomes can include knowledge, skills attained, changes in attitudes and/or behavior and improved performance.

Do not confuse outcomes with statements of global change or program activities. A statement like "Young people will feel more empowered" is not an adequate outcome. Similarly, counting the number of people attending a training session or the number of meals served to families who are homeless only describes the amount of services delivered. Outcomes measure what happens to the participants *as a result* of the program services they receive.



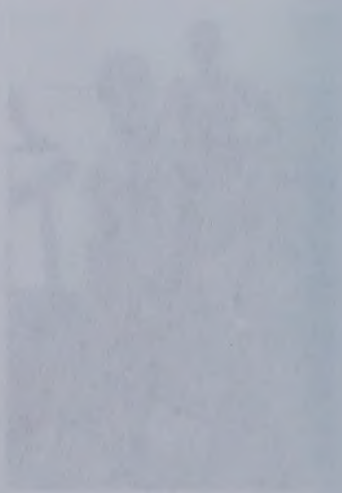
Outcomes will vary based on each organization's mission, goals, program services, and target population served. To illustrate outcomes, the following example includes both a prediction of results and measurement tools.

Example:

Program Description: After school program to increase children's academic achievement and involve children and parents in cultural and recreational activities.

Outcome:

- 80% of children in program improve reading grade level by XX points measured by test scores.
- 80% of parents serve as chaperones/mentors for field trips, measured by program records.



Technical Assistance Grants

Eligible organizations have the opportunity to apply for Technical Assistance Grants when applying for an Unrestricted Grant. Technical assistance grants cannot exceed $7,500 and may address operational, organizational and management issues such as

- Board Development
- Financial Management
- Resource Development
- Information Technology
- Strategic Planning
- Staff Training
- Human Resources
- Organizational Assessments
- Diversity Planning

To apply for a Technical Assistance grant, organizations must meet the eligibility requirements for an unrestricted grant. **Organizations must complete a Technical Assistance Application Form in addition to an Unrestricted Grant Application Form.**

You can download these documents from
www.atlcf.org
Frequently Asked Questions (FAQ's)
Grant Guidelines and Application Forms
An Extra Wish Guidelines and Application Form
Technical Assistance Guidelines and Application Form
Orientation Registration Form
Information on Other Funding Sources

Eligible organizations may apply for Technical Assistance grants when applying for an Unrestricted Grant

If your proposal is funded, it takes the Foundation 10 days to process grant checks once all terms of the grant agreement have been met.

The Application Review Process

Step One — All applications for funding received by the deadline are recorded. The Foundation does not review incomplete proposals or proposals received after the published deadline.

Step Two — The Foundation recommends proposals for more extensive evaluation or for preliminary declination. Applicants recommended for preliminary declination are notified in writing following review by the Foundation's Community Programs and Initiatives (CPI) Committee.

Step Three — The Foundation's Program Officers and CPI Committee members conduct interviews and/or site visits for proposals selected for more extensive evaluation. Following this review, the CPI Committee makes funding recommendations to the Foundation's Board of Directors.

Step Four — The Foundation's Board of Directors makes the final decision on grant awards during regularly scheduled board meetings.

What are the reporting requirements?

Grant recipients must submit a final report within 12 months following the award of the grant. If achievement of the long-term outcomes is not possible in 12 months, determine which interim indicators of success toward the long-term outcomes can be tracked and evaluated for the 12-month grant period. The final report must detail how grant funds were used and the results of the targeted outcomes outlined in the proposal.

Can organizations request support from other Foundation funds?

In addition to the Unrestricted Grants Program, The Community Foundation offers additional grant opportunities as a component of special initiatives.

An EXTRA Wish was created as a service to our donors and our Unrestricted Grant Applicants.

An EXTRA Wish

What is An EXTRA Wish?

As a service to our donors and Unrestricted Grant applicants, the Foundation publishes An EXTRA Wish to share special needs of organizations supported by the Unrestricted Fund. Since 1999, foundation donors have contributed over $190,000 to more than 100 nonprofit organizations through An EXTRA Wish.

Who is eligible to apply for An EXTRA Wish?

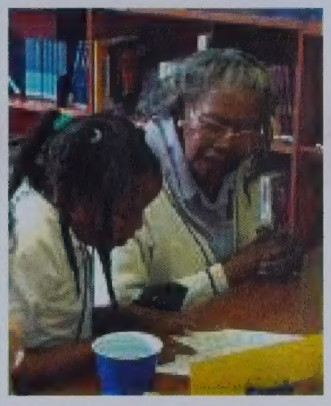
To be eligible, a prospective applicant must:

- Meet the eligibility requirements to apply for an Unrestricted Grant; and
- Apply for an Unrestricted Grant at the same time. Organizations cannot apply for An EXTRA Wish separately.

Applicants can submit one request with their Unrestricted Grant application. The request must be submitted specifically on the EXTRA Wish form. The guidelines and application can be downloaded from the Foundation's website at www.atlcf.org. Requests for forms can be made by e-mailing grants@atlcf.org or by calling 404-688-5525.

What could An EXTRA Wish fund?

An EXTRA Wish is focused on cash and in-kind contributions of goods, not services or staff. There is a $5,000 limit on the amount that may be requested and most donor grants range between $2,000 and $2,500. The most successful "wishes" are requests for items that relate directly to program efforts instead of organizational operating equipment.

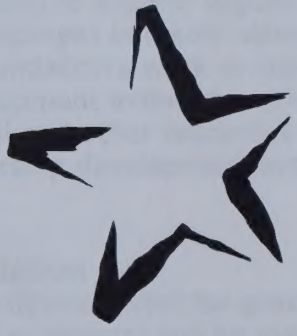


Examples of Extra Wish requests

Supplementary Program Resources — including food, clothing, MARTA tokens, toys, smoke detectors, and equipment for people with disabilities

Program Resources — including educational curricula, reference books, videos or training materials

Capital Items — including office equipment like fax machines, phone systems, copy machines, furniture, vans, kitchen appliances and items needed to comply with the Americans with Disabilities Act (ADA).



The most successful "wishes" are requests for items that relate directly to program efforts instead of organizational equipment.

THE COMMUNITY FOUNDATION
FOR GREATER ATLANTA, INC.

grassroots leadership development program

Program Purpose
To initiate and implement grassroots leadership development programs in Douglas, Henry and Rockdale counties and in the immigrant and refugee communities in the greater Atlanta area.

Grassroots Leadership - A Definition
The acts of ordinary people encouraging and mobilizing others to work together to address critical issues and create positive change that improves the quality of life in a community.

Background
In July 1999, The Community Foundation for Greater Atlanta received a challenge grant from the Mary Reynolds Babcock Foundation to expand opportunities for grassroots leadership development in metro Atlanta. This program builds on the Foundation's work in capacity building and leadership development initiated in 1991. The program provides financial and other resources to create a 3-year grassroots leadership development program in the four target areas.

Program Description
Leadership skills development for grassroots leaders (established and emerging) will be available in Douglas, Henry and Rockdale counties and through the Refugee Women's Network, for immigrant and refugee grassroots leaders. This is a monthly, nine-month leadership development program that consists of eight to ten modules on topics such as:

- Understanding Leadership
- Group Problem Solving
- Building Communities through Partnerships and Collaboration
- Effective Communication

THE COMMUNITY FOUNDATION
FOR GREATER ATLANTA, INC.

unrestricted grants

Some donors to The Community Foundation for Greater Atlanta choose to give unrestricted gifts. The earnings from these gifts are distributed through a competitive process designed to help nonprofit organizations meet the changing needs of the greater Atlanta area.

The Foundation's Unrestricted Grants Program receives grant proposals in **March, July**, and **October** of each year. Following a four-step evaluation process, the Foundation awards grants based on identified community needs and the relative merit of proposals received.

The Community Foundation publishes guidelines annually to help grant applicants understand the priorities and criteria of our Unrestricted Grants and to help guide our Board of Directors in determining grant awards to meet pressing community needs.

If you are interested in applying for an Unrestricted Grant:

- Review the current **Guidelines for Unrestricted Grants** carefully so that your hard work and dedication will be reflected in a compelling case for support.
- Read the **Frequently Asked Questions** about our Unrestricted Grants.
- **E-mail our Program Officers**. They are always available to answer your questions.

We look forward to learning more about your programs and about your dreams for our community.

Most of our grant information and applications are PDF files and require Acrobat Reader. Download Acrobat Reader by clicking the graphic below:

Get Acrobat Reader

2002-2003
Grant Guidelines and Application

Technical Assistance Grant
Guidelines and Application

AN EXTRA WISH
Guidelines and Application

Grant Orientation Sessions
Registration Form

***The the next Grant Orientation session will be held on January 30, 2003**

October 2002 Grant Minutes
Donor Advised*

October 2002 Grant Summar

Write Ups *

September 2002 Grant Minut
Donor Advised*

September 2002 Grant
Summary*

August 2002 Grant Minutes
Donor Advised*

August 2002 Grant Summar

July 2002 Grant Minutes - Do
Advised *

July 2002 Summary*

*restricted areas password protecte

Corporate Sponsorship Proposal

In The Life Atlanta, Inc

&

Atlanta Black Gay Pride 2004

Prepared exclusively for:

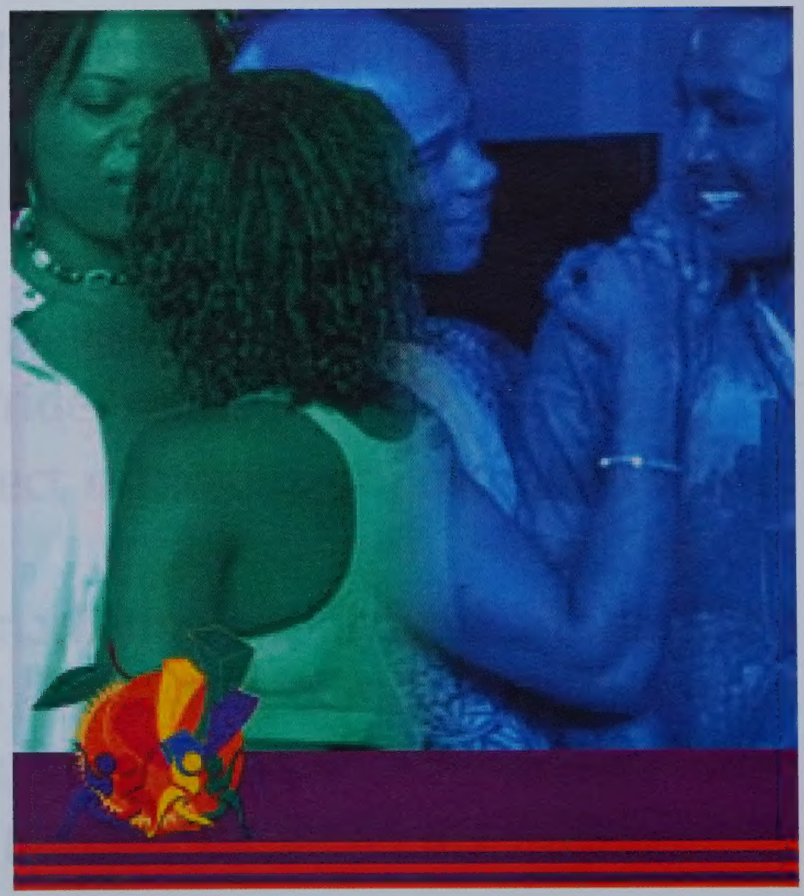
Delta Community Marketing, Inc.

2003 Recap

- Delta Air Lines was the only YORUBA cash sponsor of Atlanta Black Gay Pride
- The 2003 Black Pride Market Place was branded as the Delta Air Lines Black Pride Market Place
- Delta Air Lines received the back cover location of the 2003 Pride Guide (2,500 hard copies)
- The Delta logo appeared in two flyer runs for a total of 10,000 flyers distributed in Atlanta and surrounding metro areas
- The Delta logo appeared in four ads in local print media including Southern Voice, The Atlanta Voice, and Rolling Out with a potential viewer ship reaching over 180,000 in Metro Atlanta

ITLA's Goals for 2004

- Voter education and registration in metro Atlanta's Black GLBT community
- Lesbian and Gay health awareness focusing on breast cancer, high blood pressure, diabetes, and mental health
- Town Hall forums and meetings to discuss current events affecting the GLBT community
- Youth initiative – educating and involving youth in the growth of the community
- Monthly news letter providing community information and program updates to the community at large



2004 Sponsorship goals for Delta

- Continue to be the exclusive airline partner of In The Life Atlanta and Atlanta Black Gay Pride
- Further increase exposure within the Black LGBT Community of Metro Atlanta
- Ensure prominent display of the Delta brand at all In The Life Atlanta and Atlanta Black Gay Pride events in 2004
- Provide Delta with additional direct marketing opportunities within the Black LGBT community
- Link Delta Air Lines with other marketing opportunities with the International Federation of Black Prides and its member cities
- Provide incentives to guests of In The Life Atlanta to increase usage of Delta Air Lines as their primary air travel provider

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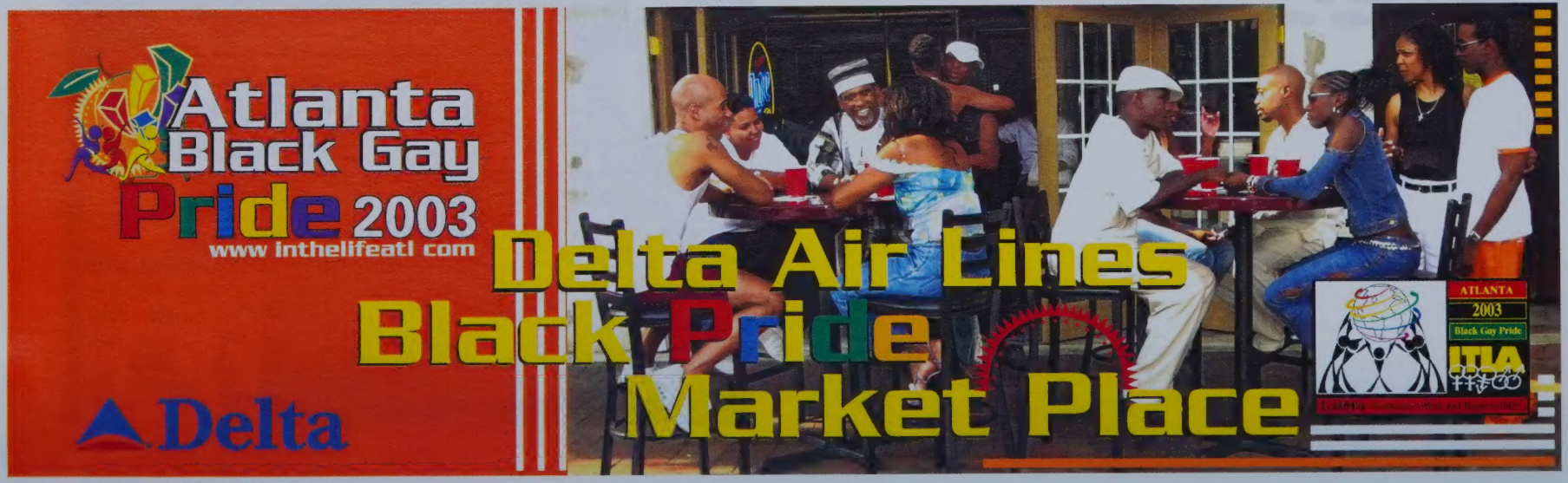
CUSTOM BUSINESS SPONSORSHIP PACKAGE FOR THE YEAR 2004

GOLD SPONSOR (YORUBA) $10,000 or Greater

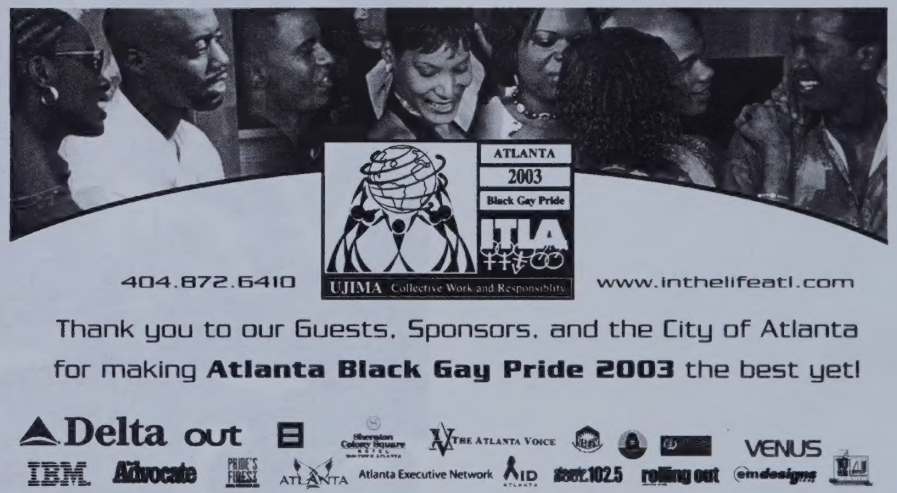
Note: The Yoruba, from the coast of West Africa, were well known for mining gold.

- Delta Air Lines will be recognized as a sponsor of In The Life Atlanta Inc for a period of 12 months and a co-presenting sponsor of Atlanta Black Gay Pride 2004
- Delta Air Lines will be recognized as the exclusive and official airline partner of In The Life Atlanta and Black Gay Pride
- Along with any travel discounts available through a renewed agreement with Delta Air Lines Meeting and Convention services, ITLA will offer a 50% discount on event registration fees to guests who present a paid travel itinerary or receipt on which Delta Air Lines is the primary air travel carrier as an incentive to travel with Delta Air Lines
- Delta Air Lines will receive prominent back cover ad placement in the Black Pride Souvenir Guide - min. 2,000 Copies
- The Delta Air Lines Logo will appear on ITLA event banners and on all ITLA event literature, ads, and flyers – min 2,000 flyers and min. 4 full page ads in national publications
- Delta Air Lines will be granted the right to use the ITLA logo, the 2004 Atlanta Black Gay Pride Logo, and the phrases "Official Sponsor of In The Life Atlanta" and "Official Sponsor of Atlanta Black Gay Pride)
- Delta Air Lines will be entitled to a minimum of 10 ITLA Black Pride VIP Passes
- Delta Air Lines will be granted a complimentary vending/information booth space with prominent location and sizing as required by Delta Air Lines for the Black Pride Marketplace
- Delta Air Lines name and logo will appear on ITLA Staff & Volunteer T-Shirts
- Delta Air Lines will be granted prominent placement of corporate banners, posters, or point of sale displays at selected ITLA Events *(banners, posters, and other display material must be supplied by the sponsor unless otherwise agreed upon)*
- Delta Air Lines will be granted the right to place promotional stuffers in ITLA mailings, program guides, and visitor information bags
- Delta Air Lines will receive a 12 month banner ad placement on ITLA monthly print and eNewsletters (*print newsletter distributed via mail, local venues, and nationally at other Black pride events, eNewsletter distributed to email list of approximately 1,500 and available for view or download on ITLA web site*)
- Delta Air Lines may receive custom promotional opportunities via email lists (*ITLA does not sell or share our email list. We will however, send emails on behalf of our sponsors to our email list subscribers*)
- ITLA can provide an opt in opportunity for conference registrants to automatically be registered in Delta Air Lines' SkyMiles Program. ITLA will provide registration information to Delta Air Lines within 30 days after the close of the event
- Delta Air Lines will be granted appearance and speaking opportunities at various events and meetings to be agreed up on as the event schedule is finalized
- Delta Air Lines will receive one complimentary hotel meeting room or suite for the entire weekend

2003 Delta Branded Banners



Southern Voice ads



Rolling Out and Atlanta Voice ads